

Govt. of Jharkhand
Department of ST, SC, Minority & Backward Class Welfare
Jharkhand State Minority Finance and Development Corporation,
1st Floor, Kalyan Complex, Balihar Road, Morabadi, Ranchi-834008

Advertisement Ref. No: 91

Dated: 28-08-2019

Jharkhand State Minorities Finance and Development Corporation (JSMFDC), Ranchi plans to recruit competent human resources on contractual basis for position related to the function such as administration along with planning, implementation and monitoring of overall activities of JSMFDC at Headquarter in the State of Jharkhand.

Applications are invited from the suitable candidates for rendering services for the position as summarized below:-

S.N	Name of the Post	Category	No. of Post	Education and Experience Particulars	Consolidated Contractual Remuneration Per Month
1	2	3	4	5	6
1	Project Manager (Administration) (Not below the rank of Under Secretary)	Unreserved (UR)	1	The recruitment shall be on the basis of post retirement having worked on Administrative service of any Department of Central /State Govt. /Central Public Sector Undertaking not below the Rank of Under Secretary and having worked on pay scale of Rs.15600-39100 (Grade Pay 6600) for 2 years. The Retired Candidates having Post Graduate Degree/ Diploma in Management /Business Administration in HR/ Computer Science/ Rural Development from recognized institutes/university will be given priority.	Rs. 35,000/- (Contractual)
2	Project Manager (Finance) (Not below the rank of Under Secretary)	Unreserved (UR)	1	The recruitment shall be on the basis of post retirement having worked on financial services of Finance Department of Central /State Govt. /Central Public Sector Undertaking not below the Rank of Under Secretary and having worked on pay scale of Rs.15600-39100 (Grade Pay 6600) for 2 years. The Retired Candidates having Post Graduate Degree/ Diploma in Management /Business Administration in HR/ Computer Science/ Rural Development from recognized institutes/university will be given priority	Rs. 35,000/- (Contractual)
3	Lower Division Clerk	UR - 1 ST - 1	2	The recruitment shall be on the basis of post retirement from any Department of Central /State Govt. /Central Public Sector Undertaking having worked on pay scale of Rs 5200-20200 (Grade Pay 1900) for 2 years. The candidate should have retired on clerical grade.	20,000/- (Contractual)

* Last date for receiving the application is **16-09-2019 till 5.00 P.M** (on all working day from **10.00 AM to 5.00 PM** except holidays)

* Application Form, Terms & Condition of recruitment can be downloaded from **www.jharkhand .gov.in**, under the department link.

Sd/-
Managing Director,
JSMFDC

APPLICATION FORM

Post Applied For: _____

Paste Recent
Passport Size
Photograph

1. PERSONAL DETAILS

Name of the Candidate	_____ (First Name)	_____ (Surname)
Address	<u>Permanent</u>	<u>Present</u>
Mobile/Phone No.		
Telephone-Residence		
Telephone-Office		
Email Id.		
Date Of Birth: (DD/MM/YY)		
Category: (ST/SC/General)		
Sex: (Male/Female)		

2. EDUCATION QUALIFICATION (Recent First)

Qualification	University/ Institution	Main Subjects	Completion Year	Division/ Grade	Marks %

3. OTHER QUALIFICATION/TRAINING

Course Name	Duration	Institution	Course Details

4. EMPLOYMENT/WORK EXPERIENCE DETAILS

Name & Address of Employer(with contact no.)	Designation (Reporting Authority)	Duration		Experience		Key Performance indicators regarding the relevant experience	Achievement against the KPIs mentioned in column no. 7 for the mentioned duration in col. 5-6.
		From	To	Years	Months		
1	2	3	4	5	6	7	8
Total Experience							

Note: Mention specific relevant details of experience possessed by candidate which are relevant for the applied post in column no. 7. (Add space if required) Short listing of candidature will be based on relevant/matching experience only)

5. KEY COMPETENCIES/SKILLS

S.No.	Computer Skills	Detail
	Other Skills/Competencies	

6. LANGUAGE PROFICIENCY (Please Tick The Appropriate Column)

Language	Ability To Converse			Ability To Read			Ability To Write		
	Poor	Fair	Good	Poor	Fair	Good	Poor	Fair	Good
English									
Hindi									
Other (Please Specify)									

7. ANY OTHER INFORMATION (May Be Provided By Applicant To Strengthen Candidature)

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8. REFERENCE (Two Persons To Whom You Have Professionally Reported)

Reference 1 (<u>Name, Official Address, Phone & Email</u>)	Reference 2 (<u>Name, Official Address, Phone & Email</u>)

9. DECLARATION

I do hereby declare that all statements made in the application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect at any point of time, my candidature/ appointment may be cancelled/ terminated without any notice.

Date:

Place:

(Signature of the Applicant)

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Terms & Conditions of Appointment:-

1. For post retirement Re-employment, the engagement will be on the basis of Sankalp No-1243/ Date: 28/04/2016 of Planning cum Finance Department.
2. For Re-employment age of Candidate should not exceed 62 years, as on last date fixed for submission of the application.
3. Contractual recruitment will be made for initially for 2 years from the date of appointment then after based on his performance the contract may be extended for another 1 year which should not exceed the maximum age limit of 65 Years. However, contract may be terminated in case of unsatisfactory service after seeking proper explanation.
4. The selected candidates will have to sign a contractual agreement in the prescribed format.
5. The contract shall not confer any right or claim of extension/ joining in the department.
6. The engagement will be on consolidated gross emolument/remuneration as per norms.
7. Last date for receiving the application is **16-09-2019 till 5.00 P.M** (on all working day from **10.00 AM to 5.00 PM** except holidays)
8. The requisite qualification and experience of given positions and the application formats is available on the website- **www.jharkhand.gov.in under the department link after two working days from the date of advertisement.**
9. How to apply: Duly Application form along with the attested copy of the proof of age, qualification and experience including latest/last pay slip should be enclosed and submitted by registered post/speed post/courier only to "**Jharkhand State Minority Finance and Development Corporation, 1st Floor, Kalyan Complex, Balihar Road, Morabadi, Ranchi-834008.**
10. The shortlisted candidates would be called for personal interview in Ranchi on the date and time communicated to them through email/mobile only. The candidate will have to appear before the interview board and they have to bear the cost of transport and logistics etc.
11. JSMFDC reserves the right to cancel/postpone the recruitment wholly or partly if so required. No claim will be admissible in case of such cancellation/postponement.

Sd/-
Managing Director,
JSMFDC